

# INVENTORY

## **B-3-1-3 CORRESPONDENCE FILES OF VICE-CHANCELLOR'S OFFICE (1927-)** (Old Ref. No. 1.1/1)

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## Introduction

This group of archives was created by the Office of the Vice-Chancellor. The correspondence files contain material relating to nearly every aspect of the activities of Massey University. The group originated in the late 1920s when the first Vice-Chancellor, then Principal, of Massey Agricultural College, took up office.




The group is divided into a number of series. This division stems from the Office of the Vice-Chancellor itself and indicates when particular series were created and closed. In recent years series are increasingly created on an annual basis (presumably due to large quantity of paperwork now created annually).

The files within each series are arranged alphabetically.

### Access to archival material

- \* Access to all University records less than 25 years old is administered under the Official Information Act 1982, the Privacy Act 1993 and any Massey University policy protecting commercial, intellectual and other interests, and may therefore be restricted. These restrictions do not necessarily apply to internal consultation, for official reasons, of records by employees of the University.
- \* When records have been in existence for 25 years, or once they are transferred to the University Archives, they will usually be considered open for public inspection. Restrictions on access to these records may however still be imposed when dealing with official information under the Official Information Act 1982, with personal information under the Privacy Act 1993 and commercial, intellectual and other interests protected by policies of Massey University. This does not necessarily apply to internal consultation, for official reasons, of records by employees of the University.

### Access legend:

	- Generally, open access.
	- Some restricted access.
	- Restricted access.

### B-3-1-3-1 Vice-Chancellor's Correspondence Files (ca. 1927-1965)

(70 boxes) (Old No. 1.1/1/1)

Reference Number:	Box No:	Description:	Dates:	Access
B-3-1-3-1	Box 1	Accommodation and Facilities	1958-1960	
		Adult Education	1963	
		Agricultural Degree Syllabus	1937-1938	
		Agricultural Education		
		Agricultural General	1959-1969	
		Agricultural Consultative Committee on	1957	
		Agricultural Science Faculty		
		Agricultural Science General	1962-1965	
		Agricultural Science Agricultural Engineering Chair	1962-1963	
		Agricultural Science, Institute of	1963-1964	
		Agriculture, Department of	1932-1939	
B-3-1-3-1	Box 2	Agriculture, Department of	1940-1952	
		Animal Husbandry	1943-1944	
		Animal Production Society	1948-1960	
		Annual Reports	1937-1965	
B-3-1-3-1	Box 3	Apparatus and Material Grants	1948-1960	
		Architect		
		- General	1940-1946	
		- Lippincott R A	1927-1965	
		Arms of the College	1943	
		Army Staff College	1941-1944	
		Arts Development - Massey University of Manawatu Committee on Development of Arts	1963	
		Asian Universities - Adoption of	1927-1966	
B-3-1-3-1	Box 4	Bequests Donations, Gifts, Grants		
		- General	1944-1965	
		- Lottery grants	1964-1965	
		- Walter Buchanan £10,000 grant deed and receipt	1910s; 1942	
		Biological Sciences Faculty (later named Science Faculty)	1945-1965	
		- Biochemistry Department	1945-1965	
B-3-1-3-1	Box 5	Buildings		
		- Central Stores	1964-1965	
		- Colombo Hall	1960-1964	
		- Dairy Technology	1959-1961	
		- Hostels	1960	
		- Library	1963-1965	
		- Miscellaneous	1950-1965	
		- Riddet	1963-1966	
		- Science	1931-1965	
		- Student Centre	1955-1965	
B-3-1-3-1	Box 6	- Veterinary	1963-1965	
		- Wool Classing Room	1944-1966	
		Capping	1952-1965	
		Colombo Plan		
		- General (see also Students-Colombo Plan 1961-1965)	1955-1962	
		- Applications	1954-1955	

Reference Number:	Box No:	Description:	Dates:	Access
		- University of North Sumatra	1962	
B-3-1-3-1	Box 7	Colonial Appointments Scheme	1950-1959	
		Committee on Commonwealth Scholarships and Fellowships	1959-1962	
		Committee of New Zealand Universities. (Parry Report.)	1959	
		Computer (See: B-3-1-3-2 Box 15 - Computers)	1963	
		Conferences		
		- Australian Universities	1964	
B-3-1-3-1	Box 8	- Grasslands Congresses	1952-1966	
		- International Dairy Federation	1963	
		- Research into Land and Valuation Problems	1947	
		- Soil Conferences	1961-1963	
		- Technical Education	1958	
		Council		
		- Chairman	1927-1930	
B-3-1-3-1	Box 9	- Chairman	1931-1939	
B-3-1-3-1	Box 10	- Chairman	1940-1965	
B-3-1-3-1	Box 11	- Councillors	1940-1945	
		Courses		
		- General	1938-1965	
		- Circularisation	1957	
		- Domestic Science	1938-1945	
B-3-1-3-1	Box 12	- Ex-Servicemen	1946-1947	
		- Outside Organisations	1958-1966	
		- Valuation and Estate Management	1937	
		- Wool Classing	1945-1956	
		Dairy		
		- Non-Fat Solids	1960-1963	
		- Town Milk Research	1960-1962	
		Dairy Board and Milk Marketing Board	1958-1961	
		Dairy Farmers Meetings	1939-1966	
		Dairy Farms	1957-1965	
B-3-1-3-1	Box 13	Dairy Husbandry Department	1957-1963	
		Dairy Research Institute	1955-1965	
		Degrees - Amendments	1927-1931	
		Department of Scientific and Industrial Research (DSIR)	1938-1957	
		- General		
B-3-1-3-1	Box 14	- General	1960-1961	
		- Council	1961-1963	
		- Land Transfers	1927-1965	
		- Plant Research Bureau	1939-1940	
B-3-1-3-1	Box 15	- Plant Research Bureau	1941-1944	
B-3-1-3-1	Box 16	- Plant Research Bureau	1945	
		- Palmerston North	1940-1945	
		- Research Grants	1951-1953	
B-3-1-3-1	Box 17	- Research Grants	1953-1962	
		Development of University Education in the Manawatu / Council for the Development of University Education in the Manawatu – also re site of a university	1961-1962	

<b>Reference Number:</b>	<b>Box No:</b>	<b>Description:</b>	<b>Dates:</b>	<b>Access</b>
		Drainage Advisory Service	1946-1965	
		Education, Department of	1948-1960	
B-3-1-3-1	Box 18	Extramural Studies	1945-1965	
		Farm Advisory Service	1954-1955	
		Farm Improvement Clubs	1956-1959	
		Farm Machinery	1947-1950	
		Farming		
		- Beef Cattle Statistics	1949-1950	
		- Consulting Officers Newsletters # 73-112	1956-1959	
		- Deteriorated Lands	1947-1949	
B-3-1-3-1	Box 19	- Economics	1960-1965	
		- Experiments and Research	1935-1939	
		- Galloway Cattle	1948-1951	
		- Imported Sheep	1938-1941	
		- Lambing and Calving Percentages	1936-1940	
		- Meat Production	1953-1958	
B-3-1-3-1	Box 20	- Top Dressing	1948-1953	
		Farms		
		- McGregor Property (adjacent to Pahiatua Block) Purchase	1936	
		- Rata Farm Purchase, Running and Sale	1950-1962	
		- Tuapaka (Hannah Estate) Purchase and Farming	1938-1961	
		Finance		
		- Annual Accounts	1945-1962	
B-3-1-3-1	Box 21	- Capital Items	1951-1963	
		- Estimates	1926-1946	
B-3-1-3-1	Box 22	- Estimates	1947-1963	
B-3-1-3-1	Box 23	Fullbright Scheme	1948-19665	
		General Studies Faculty	1963-1964	
		Genetics Research Unit	1963-1965	
B-3-1-3-1	Box 24	Grounds (see also 'Horticulture - General')		
		- General	1954-1959	
		- Gates Main Entrance	1955-1961	
		Honorary Degrees	1964	
		Horticulture		
		- General	1943-1944	
B-3-1-3-1	Box 25	- General	1947-1965	
		- Student Enquiries	1944(Jan-June)	
B-3-1-3-1	Box 26	- Student Enquiries	1944 (July-Dec)	
		- Imports	1944	
		- Institute of Horticulture	1947-1948	
		Hostels	1950-1965	
		Humanities Faculty	1965	
B-3-1-3-1	Box 27	Invitations	1962-1964	
		Library	1937-1965	
		Massey University College of Manawatu (PN) Bill	1962-1963	
B-3-1-3-1	Box 28	Mathematics Department	1965-1966	
		Miscellaneous (see Boxes 66 to 70)		
		National Research Advisory Council	1964-1965	
		New Zealand Agricultural College Bill	1926	

<b>Reference Number:</b>	<b>Box No:</b>	<b>Description:</b>	<b>Dates:</b>	<b>Access</b>
		New Zealand School of Agriculture		
		- General	1938-1951	
		- Chairman	1938-1939	
		- Commission's Report. (See, B-4-1-3-1 Registrar's Files, for more re this report.)	1947-1948	
		- Lincoln/Massey Coordination	1937-1939	
		- Meeting Papers and Council Correspondence	1938-1939	
B-3-1-3-1	Box 29	- Minutes and Meeting Papers	1927-1951	
		Pacific Islands	1947-1951	
B-3-1-3-1	Box 30	Palmerston North University College	1959-1961	
		- Merger	1959-1962	
		Personal Papers		
		- Correspondence	1929-1937	
B-3-1-3-1	Box 31	- Correspondence	1939, 1950-1958	
		- Publications	1940-1954	
		Physics and Engineering Department	1948-1963	
		Pig Industry Council	1939-1941	
		Piggery (includes minutes of MU Pig Research Centre Management Advisory Committee)	1954-1960	
B-3-1-3-1	Box 32	Piggery (includes minutes of MU Pig Research Centre Management Advisory Committee)	1961-1965	
		Plant Science Chair	1961-1962	
		Poultry		
		- General	1943-1964	
B-3-1-3-1	Box 33	- Random Sample Testing Advisory Committee	1963-1965	
		Poultry Research Centre	1963-1965	
		Presbyterian Educational Purposes Trust		
		- Fergusson Hall (Keiller's house)	1962-1965	
B-3-1-3-1	Box 34	Public Relations		
		- General	1948-1964	
		- School Visits	1962-1965	
		Publications		
		- General	1958-1965	
		- College Publication Lists	1950-1951	
		Rehabilitation Department	1947-1950	
B-3-1-3-1	Box 35	Research		
		- General and Reports	1937-1957	
B-3-1-3-1	Box 36	- General and Reports	1958-1965	
B-3-1-3-1	Box 37	- Cook Islands Research Committee		
		- Mole Drainage Research	1938-1943	
		- Sheep and Wool Experiments		
		- Miscellaneous	1936-1957	
		- Facial Eczema	1938-1944	
		- Genetics, Dr Dry	1932-1957	
B-3-1-3-1	Box 38	- Parasites in Sheep, V.H. Tetley funding	1932	
		- Sheep teeth	1937-1944	
		- Vaginal Prolapse in Sheep	1938	
		Retirements and Farewells		
		- Riddet's farewell	1958	
		Rhododendron Association	1959	

Reference Number:	Box No:	Description:	Dates:	Access
		River Protection Works	1935-1936	
		Rose Society	1943-1948	
		Rural Field Cadets	1957-1961	
		Science Committee, ad hoc	1962-1964	
B-3-1-3-1	Box 39	Science Teaching	1960-1962	
		Sheep		
		- Colombia Sheep	1941-1943	
		- Footrot	1937	
		- Kerry Sheep	1937	
		- Progeny Testing	1943	
		Sheep and Wool		
		- Miscellaneous	1948-1958	
		Sheep and Wool Improvement Scheme	1933-1935	
		Sheep Breeding Societies	1940-1951	
		Sheep Farming Industry Commission	1939-1948	
B-3-1-3-1	Box 40	Sheep Nutrition and Feeding Trials	1939-1950	
		Sheep Sterility Investigation	1935-1941	
		Sheepdog Distemper Experiment	1936	
		Sheepfarmers' Meetings	1941-1962	
		Small Animal Unit	1958	
		Social Science Faculty	1965	
		Soil Conservation and Rivers Control Council	1948-1963	
B-3-1-3-1	Box 41	Staff		
		- General.	1931-1935	
B-3-1-3-1	Box 42	- General. [Divided into a number of files due to the volume of material.]	1935-1950	
B-3-1-3-1	Box 43	- General. [Divided into a number of files due to the volume of material.]	1951-1965	
		- Applications and Enquiries		
		- General	1937-1943	
B-3-1-3-1	Box 44	- General	1951-1963	
		- Dairy Husbandry Lectureship	1951	
		- Field Husbandry Chair	1950	
		- Sheep Husbandry Chair	1950-1951	
		- Appointment of new Vice-Chancellor and Principal	1957-1962	
B-3-1-3-1	Box 45	- Establishment of new Chairs	1945-1950	
		- Establishment Reports	1951	
		- New Appointments	1953-1964	
		- Notices and Memoranda	1951-1965	
B-3-1-3-1	Box 46	- Sabbatical and Short Leave	1945-1965	
		- Salaries	1945-1951	
		- Superannuation	1943-1946	
		- Testimonials	1934-1960	
		Student Centre Appeal Committee	1964-1965	
		Student Health Service	1945-1951	
B-3-1-3-1	Box 47	Students		
		- General	1940-1948	
B-3-1-3-1	Box 48	- General	1949-1966	
B-3-1-3-1	Box 49	- Bursaries and Scholarships	1948-1965	
B-3-1-3-1	Box 50	- Colombo Plan	1961-1964	
		- Enrolments	1937-1965	

Reference Number:	Box No:	Description:	Dates:	Access
		- Honours, PhD and Scholarship	1951-1955	
B-3-1-3-1	Box 51	- Honours, PhD and Scholarship	1956-1966	
		- Notices, Memoranda and Mentors' Reports	1958-1962	
		- Old Students	1940-1965	
B-3-1-3-1	Box 52	- Overseas - Returned Servicemen	1952-1960 1945-1950	
		Students Association	1952-1956	
		Teachers Association of Massey	1947-1951	
B-3-1-3-1	Box 53	Teachers College, Palmerston North	1962-1964	
		Technology Faculty (Food, Science and Biotechnology Faculty)	1958-1965	
		Technical Articles	1936-1937	
		Timetables	1944-1950	
B-3-1-3-1	Box 54	Universities and Colleges		
		- General	1930-1939	
		- General	1940-1952	
		- General	1953-1966	
B-3-1-3-1	Box 55	University Grants Committee	1952-1965	
		- Applications for Capital Expenditure	1949-1954	
		- Quinquennial estimates		
B-3-1-3-1	Box 56	- Quinquennial estimates	1955-1963	
		- Quinquennial estimates	1955-1959	
		- Quinquennial estimates	1960-1964	
		- Council of Massey	1962-1963	
		- Curriculum Committee	1955-1964	
		University of New Zealand		
		- General	1927-1936	
B-3-1-3-1	Box 57	- General	1936-1961	
B-3-1-3-1	Box 58	- Academic Board	1948-1961	
		- Devolution Committee	1958-1959	
B-3-1-3-1	Box 59	- Senate Meeting	1954	
		Universities of British Commonwealth, Association of		
		- Hong Kong Meeting	1960-1961	
		Veterinary Clinic	1946-1962	
B-3-1-3-1	Box 60	Veterinary Clinic	1962-1965	
		Veterinary Science School		
		- Establishment	Undated	
		Veterinary Science		
		- General	1943-1951	
B-3-1-3-1	Box 61	Visits and Visitors	1940-1957	
B-3-1-3-1	Box 62	Visits and Visitors	1958-1965	
		War Memorial	c.1949	
B-3-1-3-1	Box 63	Water Supply to University	1945-1952	
		Wool Board New Zealand	1945-1965	
		Wool Branding Trials	1933-1936	
		Wool Department and Massey College Wool Association	1948-1967	
		Wool Diploma Advisory Committee	1956-1960	
		Wool Research	1930-1932	
B-3-1-3-1	Box 64	Wool Research	1932-1945	
		Wool Research Committee DSIR	1954-1960	
B-3-1-3-1	Box 65	Wool Research Organisation	1961-1965	



<b>Reference Number:</b>	<b>Box No:</b>	<b>Description:</b>	<b>Dates:</b>	<b>Access</b>
		Works		
		- General	1962-1966	
		- Reports	1940-1943	
		Young Farmers Clubs	1938-1954	
B-3-1-3-1	Box 66	Miscellaneous	1927-1938	
B-3-1-3-1	Box 67	Miscellaneous	1939-1945	
B-3-1-3-1	Box 68	Miscellaneous	1946-1954	
B-3-1-3-1	Box 69	Miscellaneous	1955-1962	
B-3-1-3-1	Box 70	Miscellaneous	1962-1965	